

FIRE PREVENTION STANDARDS

Subject: New R-2 Occupancy

Number: 433.614

Date: Revised 11/19/01

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OBJECTIVE

To facilitate the quick application and review of new residential care facilities.

PROCEDURE

A. Provide the following information:

1. Applicants name: _____
Applicants mail address: _____
Facility address: _____
Existing occupancy class: _____
Requested occupancy class: _____
Total beds: _____ Ambulatory #: _____ Non-Amb. #: _____
Age group: _____

B. Obtain 4 sets of plans that are ¼ inch scale on 18 x 24 inch paper. Plans shall include:

1. Site plan showing house, walkways, stairs, ramps, fences, gate and exterior lighting.
 2. Floor plan showing:
 - a. All doors and hallways and their measurements.
 - b. Stairs, steps, or ramps, exterior doors, sliding doors.
 - c. Label each bedroom as ambulatory, nonamb, or staff.
 - d. Water heater, inside furnace, fireplace or wood stove.
 - e. Any other significant information you feel applies to fire or life safety.
 3. Take this sheet and two sets of plans to the Fire Department plan/permit counter at 3012 Gold Canal Dr, Rancho Cordova. The inspector will take in your plans for review and collect your fee. The plan review will take about thirty (30) working days.
 4. When the plans are ready, the Fire District will call you to pick them up. If they have been approved you will received a stamped set of plans and a red inspection card. Take the red card and the stamped set of plans and two clean sets of the plan to Commercial Building Permit Counter at 4101 Branch Center Road in Sacramento. They will process your "Change of Use" permit. When you receive the approved plans from the Building Inspection Division you are ready to start work.
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- C. After any necessary work is completed call the Fire District at (916) 942-3300 to speak to the area inspector. Make an appointment for a site inspection. Your red card, permit card from the Building Department, and approved set of plans will need to be at the site.
- D. During construction, you must call for the Fire Inspector for your area to do a framing inspection IF you are installing a fire sprinkler system or a fire alarm system. The Fire District inspection shall be done prior to the building department inspection. All other Building Department inspections will proceed as required until you are ready for the Fire District to conduct a final inspection.
- E. The Building Department will not issue an Occupancy Permit (which is their paper saying that you can now move in and start your business) until the Fire District has conducted a final inspection and signed the bottom of the Red Card from the Fire District where it says, "OCCUPANCY GRANTED WITH BID APPROVAL".
- F. The Fire Inspector will not complete the Fire Safety Clearance form from the State Department of Licensing until after the final inspection has been made and any remaining corrections have been made as noted on the "Field Inspection Request" form issued at the time of inspection.
- G. Please read this information and any other Standard you may have been given for your specific occupancy classification before you call to ask questions. Check off each item required on your copies as you complete them. If you still have questions or need further assistance, call your area inspector at (916) 942-3300.

Mike Dobson, Fire Marshal
